

North Dakota Guidelines for Teacher Mentoring Programs

Mission

The North Dakota Teacher Mentoring Program will use exemplary teachers to increase teacher retention and promote professional growth and development through intensive assistance and guidance to new teachers.

Goals

- To ensure that each beginning teacher has a formally trained mentor.
- To increase the percentage of teachers remaining in the profession.
- To provide an effective transition into the teaching profession.
- To enhance teaching performance by promoting personal and professional growth.
- To enhance the teaching and learning environment by providing coaching, encouragement, and resources for teachers.
- To transmit the culture of the school system and community to teachers.

Roles and Responsibilities

- **Mentor:** Actively provide assistance, encouragement, support, and opportunities for mentee. Serve as a coach, consultant, advisor, sponsor, confidant, and teacher.
- **Mentee:** Actively seek assistance and become involved in the school culture. Work cooperatively and collaboratively with mentor.
- **Mentoring Coordinator:** Approve mentor appointments and assignments, support mentor, arrange for planning and release time, arrange for teacher to visit other classrooms, support mentoring budget, provide cultural and procedural orientation for new teachers, provide clear expectations for new teachers, provide materials for new teachers, make regular contact with new teachers, and provide a firewall between mentor/mentee and teacher evaluators.
- **School board members and superintendent:** Appoint a mentoring coordinator, provide moral support, human and material resources, acknowledgement, and mentoring budget.

Mentor Selection Criteria

- The mentor is committed to being a mentor and to making the mentoring relationship work.
- The mentor is committed to the profession and to professional growth.
- The mentor is competent, experienced, and able to apply best practices in teaching.
- The mentor understands and uses North Dakota content standards.
- The mentor understands learning and teaching styles and uses a variety of resources and strategies.
- The mentor maintains confidentiality in relationships.
- The mentor has a friendly and energetic personality.

- The mentor knows the resources and culture of the school community.

Matching Recommendations

- Shared building, proximity
- 1/1 Ratio of mentor/mentee
- Shared content area or
 - Elementary/elementary
 - Secondary/secondary

Recommended Resources

- ☐ Common planning period for mentor and mentee
- ☐ Relief from other non-academic duties and extracurricular assignments
- ☐ A substitute teacher for mentor and/or mentee to provide release time
- ☐ District-sponsored training
- ☐ Reimbursement for travel, materials, or projects
- ☐ Opportunity to attend conferences and seminars with mentee
- ☐ Public, formal recognition
- ☐ Graduate level credit
- ☐ Stipends